

**Government Zawlnuam College
Zawlnuam: Mizoram**

Minutes of IQAC Meetings

(For the academic year 2018-19)

1st IQAC Meeting:

Date 23/01/2019

Time : 10.45 am

Place : Principal's Room

Agenda:- Preparation of 2nd cycle of NAAC accreditation

Members present:

1. Mr. J. Lalsawmliana, Principal/Chairman, IQAC
2. Dr. K. A. Choudhury, Co-ordinator, IQAC
3. Mr. Roychan K. J., Asstt. Co-ordinator, IQAC
4. Mr. Joseph Abraham, Member, IQAC
5. Mr. Arun Kumar Chhetri, Member, IQAC
6. Mr. N. S. Nath, Member, IQAC
7. Mr. Deep Sharma, Member, IQAC

After detailed discussion, the following resolution was taken in the meeting:

(a) It is resolved that IQAC meeting from 2019 academic session, are to be held quarterly for smooth progress in quality improvement. Meetings are to be held tentatively in the months of January, April, July and October.

(b) The agenda of admission drive that was discussed in the staff meeting held on 16/01/2019 is carried forward and it is resolved that the concerned in-charge for admission drive has to chalk out the programme and go for the campaign to attract more students.

(c) Subscription of journals including the current ones is to be continued. If possible, subscription of e-journals and access of e-libraries has also taken into consideration.

For journal subscription, respective department may select the names of journals to be subscribed. Getting access of Mizoram University e-library resource is also discussed for which the chairman agreed to contact the concerned authority.

(d) Subject to feasibility, it is resolved that short-term course may be introduced.

(e) It is also resolved that departmental profile to be maintained in a register noting departmental activities including faculty position, organization of seminars/workshops etc. and publication by faculty. To that end, guidelines are to be prepared.

(f) It is resolved that faculty members are to be encouraged to take research initiatives.

(g) The meeting resolved that records of funds received, expenditures, audits etc. are to be maintained properly by the office (administration).

(h) The meeting highlighted the revival of Alumni Association and Parents' Association and for which necessary steps are to be taken.

The next IQAC meeting is scheduled to be held in the month of April 2019.



(J. LALSAWMLIANA)

Chairman, IQAC



(Dr. K. A. CHOUDHURY)

Coordinator, IQAC

2nd IQAC Meeting: Academic year 2018- 2019:

Date 11/02/2019

Time : 11.30 am

Place : Principal's Room

Agenda:- Admission drive

Members present:

1. Mr. J. Lalsawmliana, Principal/Chairman IQAC
2. Dr. K. A. Choudhury, Co-ordinator, IQAC
3. Mr. Roychan K. J, Asstt. Co-ordinator, IQAC
4. Mr. N. S. Nath, Associate Professor & member, IQAC
5. Mr. J. A Barbhuiya, Associate Professor & member, IQAC

In this short meeting, the Principal and IQAC chairman informed the house about admission drive to be undertaken within Mizoram such as Kawrthah H. S. School. Preliminary preparation for the said is in the process. Admission drive to be undertaken to the places outside Mizoram, are: Zampui Hills, Damcherra, Manikbond and Isabheel H. S. School. The house also felt the need of the formation of an Admission Drive Committee for which Mr. J. Malsawma is nominated as its chairman, and Mr. J. A Barbhuiya as its secretary. The committee will decide along with the members, when and where to go for admission drive in a particular time frame. The house is confident that through these admission drives, workshops with slide presentation etc. more students may be attracted.



(J. LALSAWMLIANA)
Chairman, IQAC



(Dr. K. A. CHOUDHURY)
Coordinator, IQAC

3rd Meeting of IQAC: Academic year 2018 –2019:

Date 25/04/2019

Place : Principal's Chamber

Time : 10.30 am

Agenda: (1) Registration to NAAC Revised Framework
(2) Assessment of quality improvement initiatives
(3) AOB

Members present:

1. Mr. J. Lalsawmliana, Principal/Chairman, IQAC
2. Dr. K. A. Choudhury, Co-ordinator, IQAC
3. Mr. Roychan K. J., Asstt. Co-ordinator, IQAC
4. Mr. J. Malsawma, Member IQAC
5. Mr. Joseph Abraham, Member IQAC
6. Mr. A. K. Chhetri, Member IQAC
7. Mr. N. S. Nath, Member IQAC
8. Mr. Deep Sharma, Member IQAC

It is resolved that our college should register to NAAC under the revised framework since our old login credentials are no longer working. AQAR of 2018-19 is to be prepared and uploaded online under the revised framework. To that end, coordinator and asstt. coordinator are expected to do the necessary works for the same.

The house also highlighted the progress in quality improvements initiatives taken by the college. The most important among them is admission drive to increase the enrolment. It is highlighted that some adjacent areas are already visited as part of admission drive and some more places may still be covered.

It is also resolved that in our college website NAAC/IQAC related matters will be uploaded. A separate tab for NAAC/IQAC may be created in the website. Some members also suggested that previous years' questions may be uploaded in the college

website for the benefit of the students as well as teachers.

Next IQAC meeting is expected to be held in the month of July 2019. However the house also decided that the existing IQAC will be revised and reconstituted keeping in view of the latest NAAC guidelines.



(J. LALSAWMLIANA)

Chairman, IQAC



(Dr. K. A. CHOUDHURY)

Coordinator, IQAC
